



Nicholls State University

Office of the President

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December 6, 2021

Via Electronic Submittal To File Upload Site Portal

Louisiana Ethics Administration Program
617 North Third Street
LaSalle Building, Suite 10-36
Baton Rouge, LA 70802

To Whom It May Concern:

Nicholls State University is seeking formal approval of a disqualification plan for a spousal couple employed by the University in the Athletics Department. Robert Podeyn, has been employed in the Athletics Department since July of 2021 as the Head Women's Soccer Coach. His spouse, Sondra Podeyn has been employed with Nicholls State University as an Assistant Women's Soccer Coach since September of 2021. Based on HB81/Act 9 (2020), we believe that Sondra Podeyn serving in the role of Assistant Women's Soccer Coach does not violate §1119 of the Code of Ethics as an exception to the nepotism prohibition. Additionally, LRS 42:1119I, allows an exception to allow an immediate family member of a coach of an athletic program at a public higher education institution to be employed on the staff of that program, and to provide for related matters. However, to prevent any participation violations outlined in LRS 42:1112C, approval is sought for the following disqualification plan for Robert Podeyn:

In the matters listed below involving Sondra Podeyn, Andrew Kearney, Executive Associate Athletic Director for Internal Affairs, will function as the initiator and/or first-line approver, and Robert Podeyn, Assistant Women's Soccer Coach, will be disqualified from participating in any of the following regarding Sondra Podeyn:

- Any and all employment requisition (R1/R2) creations related to his position;
- Any promotional advancements or pay changes, including special awards;
- Performance evaluations;
- Approval of timesheets;
- Approval of travel, and travel advances and reimbursements;
- Approval of Purchase requisitions/purchase orders, or P-card transactions;
- Approval of fundraising activities;
- Any and all grant documents and funds;
- And any other transactions in which Sondra Podeyn would have a substantial economic interest.

Conversely, as the Assistant Coach in the Women's Soccer program, Sondra Podeyn is not in a position to initiate or approve any of the above functions in relation to Robert Podeyn. The University has already instituted this disqualification plan and we are now respectfully requesting the Board of Ethics' formal approval.

Sincerely,

Jay Clune
President

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